

Quick Reference Guide

Mobile Positive Pay

JHA Treasury Management™

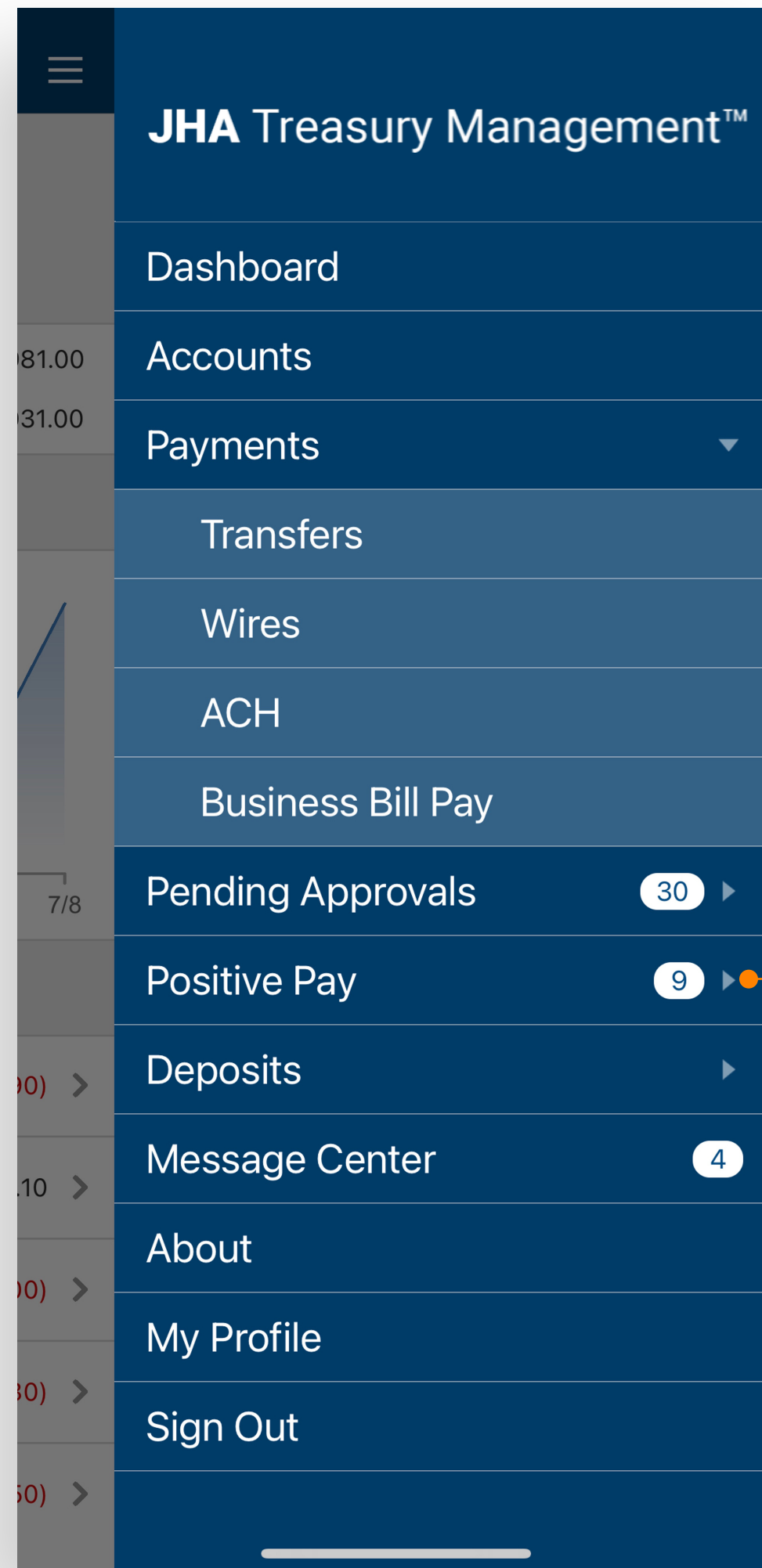
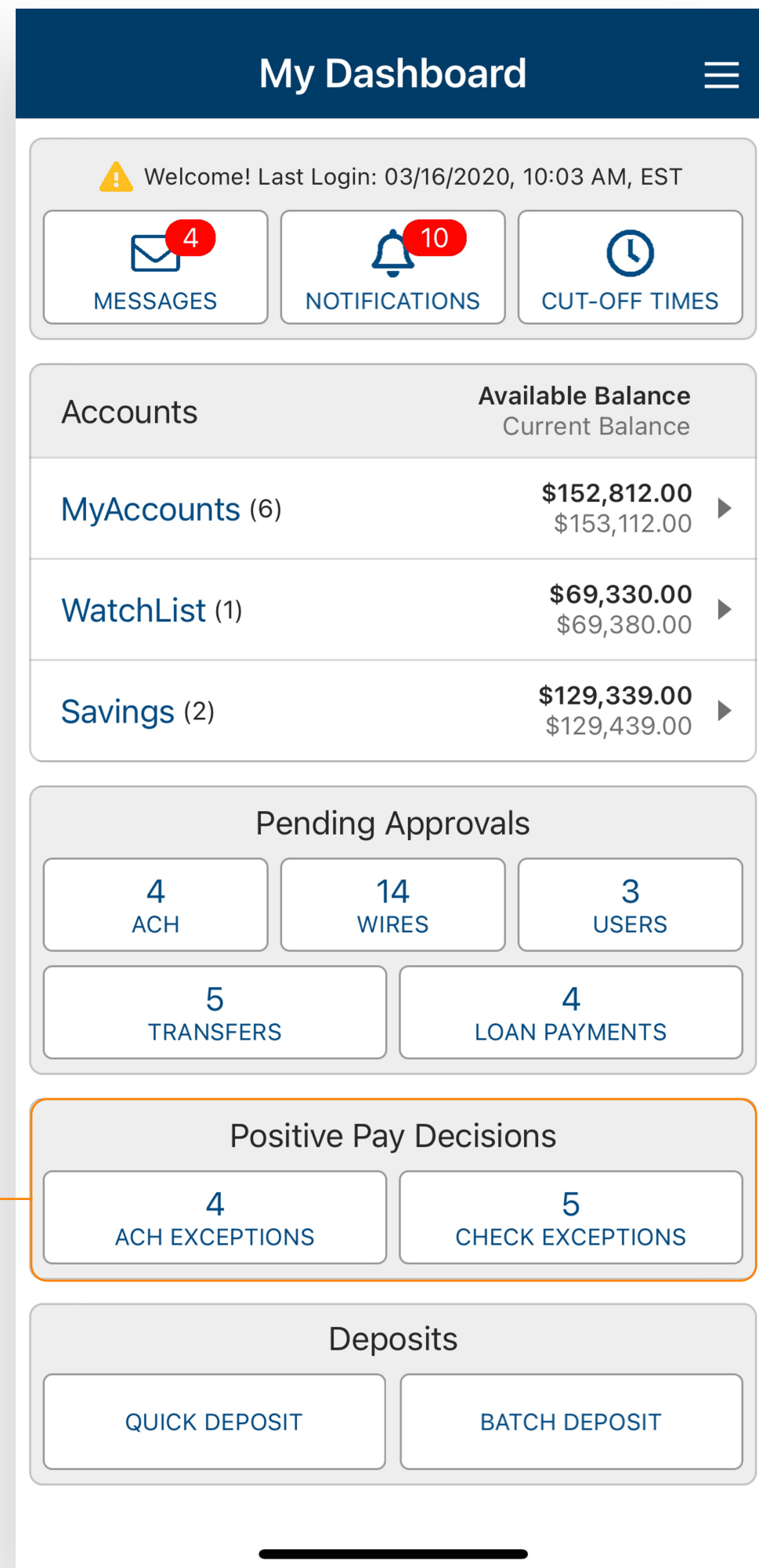
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Mobile Positive Pay

Overview: The Positive Pay feature within the JHA Treasury mobile app allows users to pay or return ACH and check exceptions and to view essential details for these items while on the go. JHA Treasury Management is a full suite of products revolving around a powerful Positive Pay solution. Additionally, your business customers are empowered to validate payment-related information, manage exceptions and view decision activity. JHA Treasury Management automates the end-to-end review process for Check Positive Pay and ACH Positive Pay and provides timely notifications. JHA Treasury Management Positive Pay saves your Bank time and money and provides the critical check fraud mitigating service for your business customers.

Mobile Positive Pay

Dashboard and Main Menu



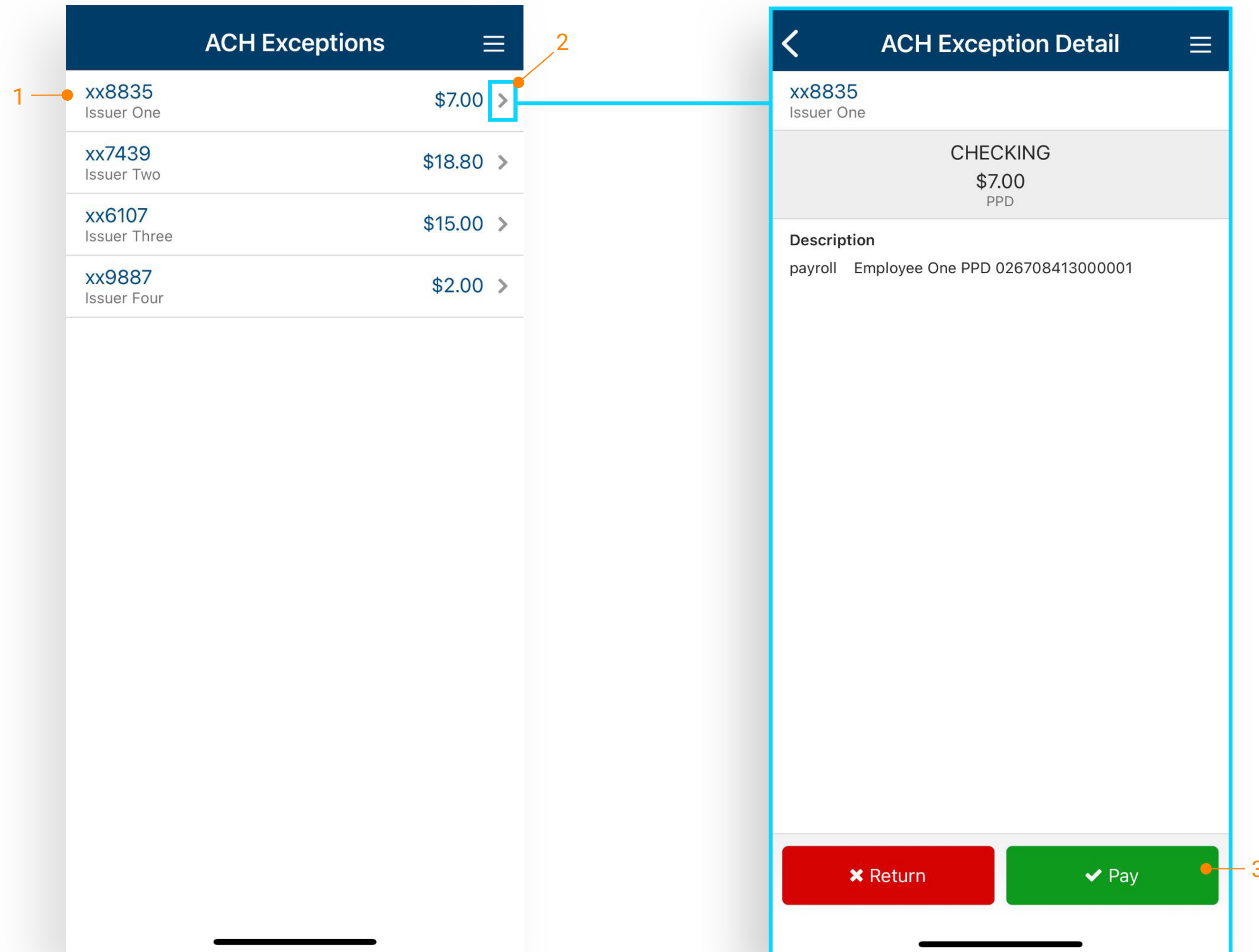
Users Can Select Positive Pay Exceptions from either the Dashboard or the Main Out Menu.

1. View counters for ACH and check exceptions under the Positive Pay Decisions section of the dashboard. Select the ACH Exceptions or Check Exceptions to view a list of the exceptions for that payment type

Note: To view ACH and check exceptions cut-off times, select the arrow within the Cut-Off Times section of the dashboard.

Mobile Positive Pay

Decisioning ACH Exceptions



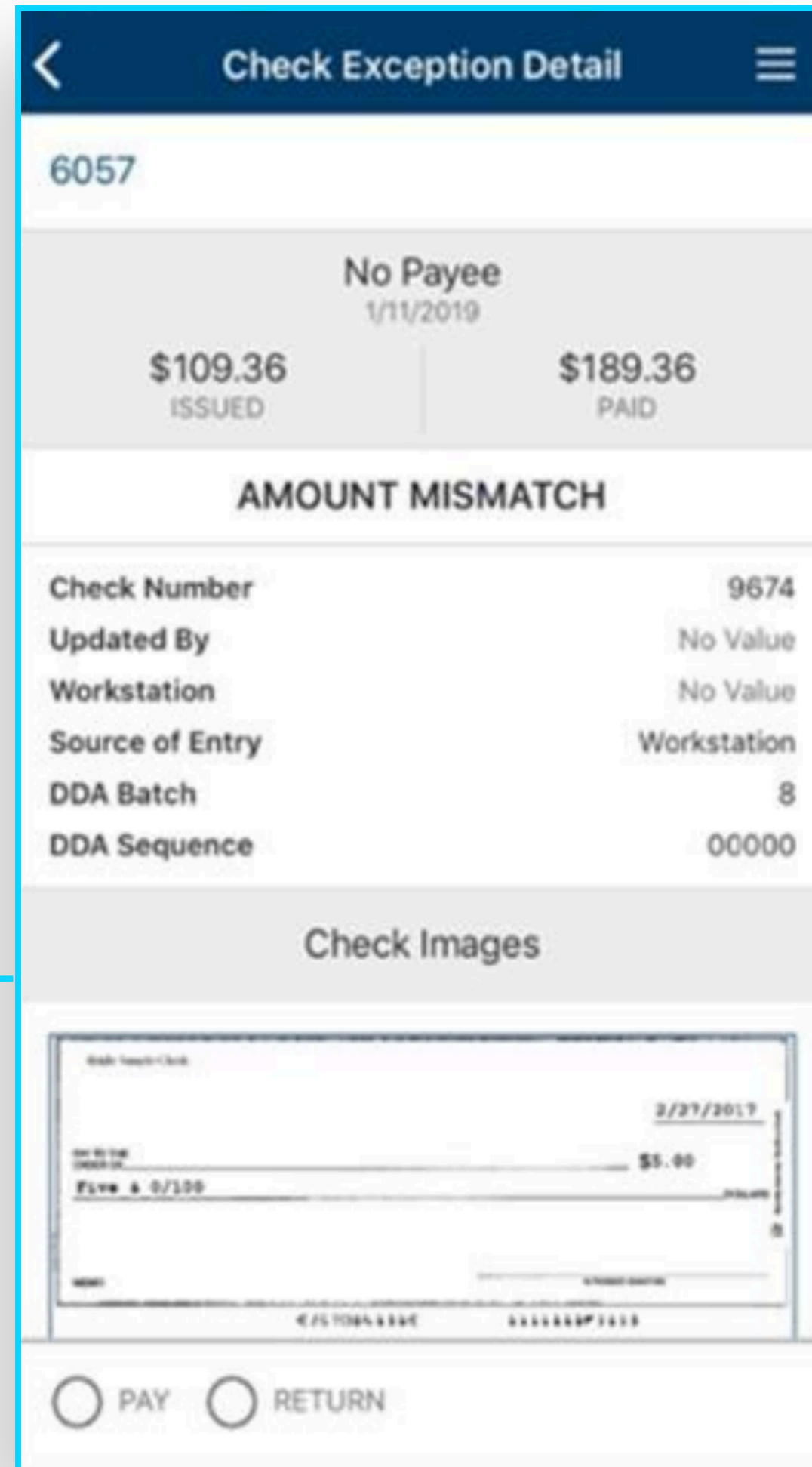
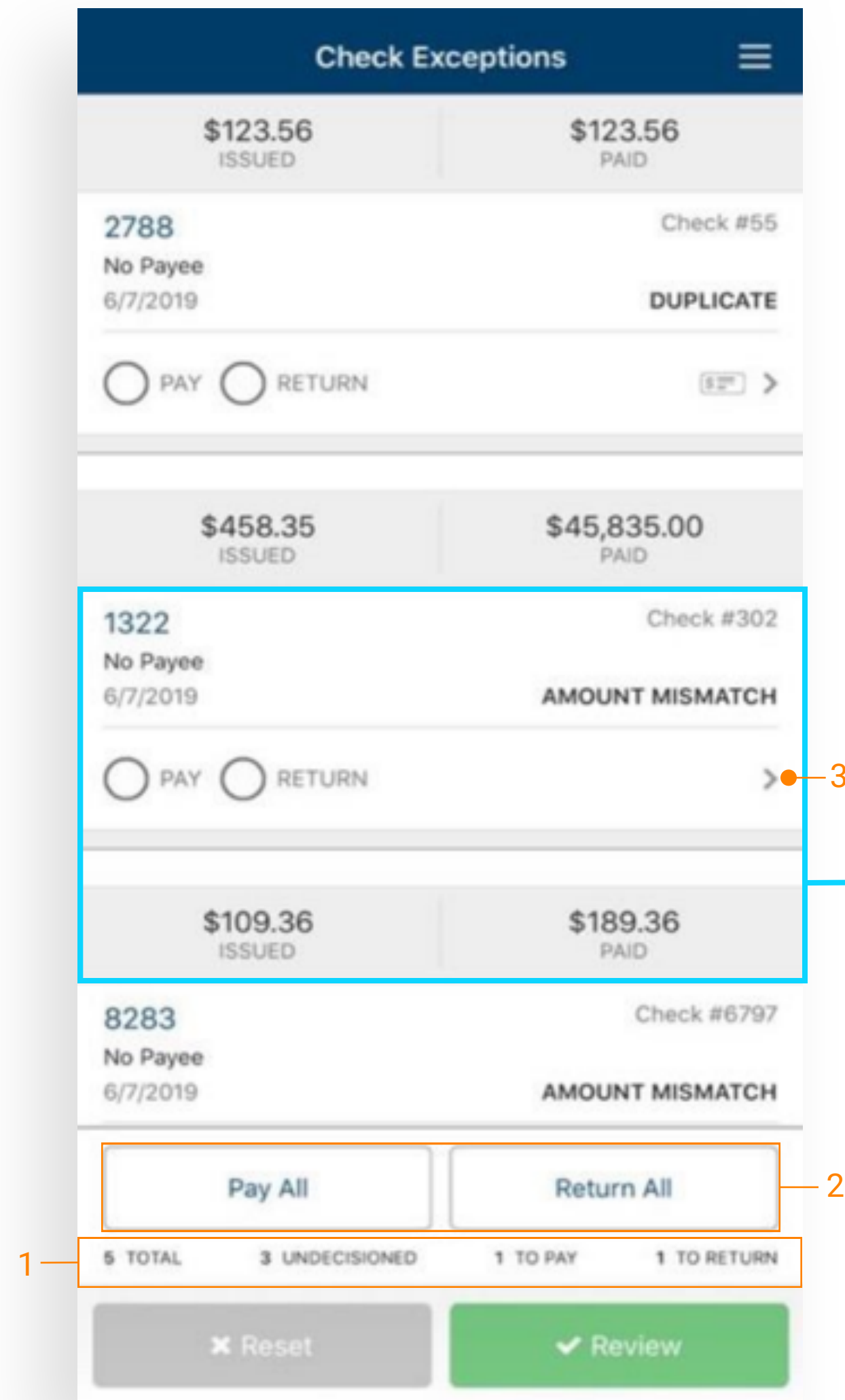
Navigate to the ACH Exceptions screen from the dashboard or Main Menu.

1. The account number, issuer, and dollar amount will be displayed for each item.
2. Select an individual item to view the details for that item.
3. On the ACH Exception Detail screen, select the Return or Pay option.

Note: The item will be removed from the ACH Exceptions screen once it is paid or returned.

Mobile Positive Pay

Decisioning Check Exceptions



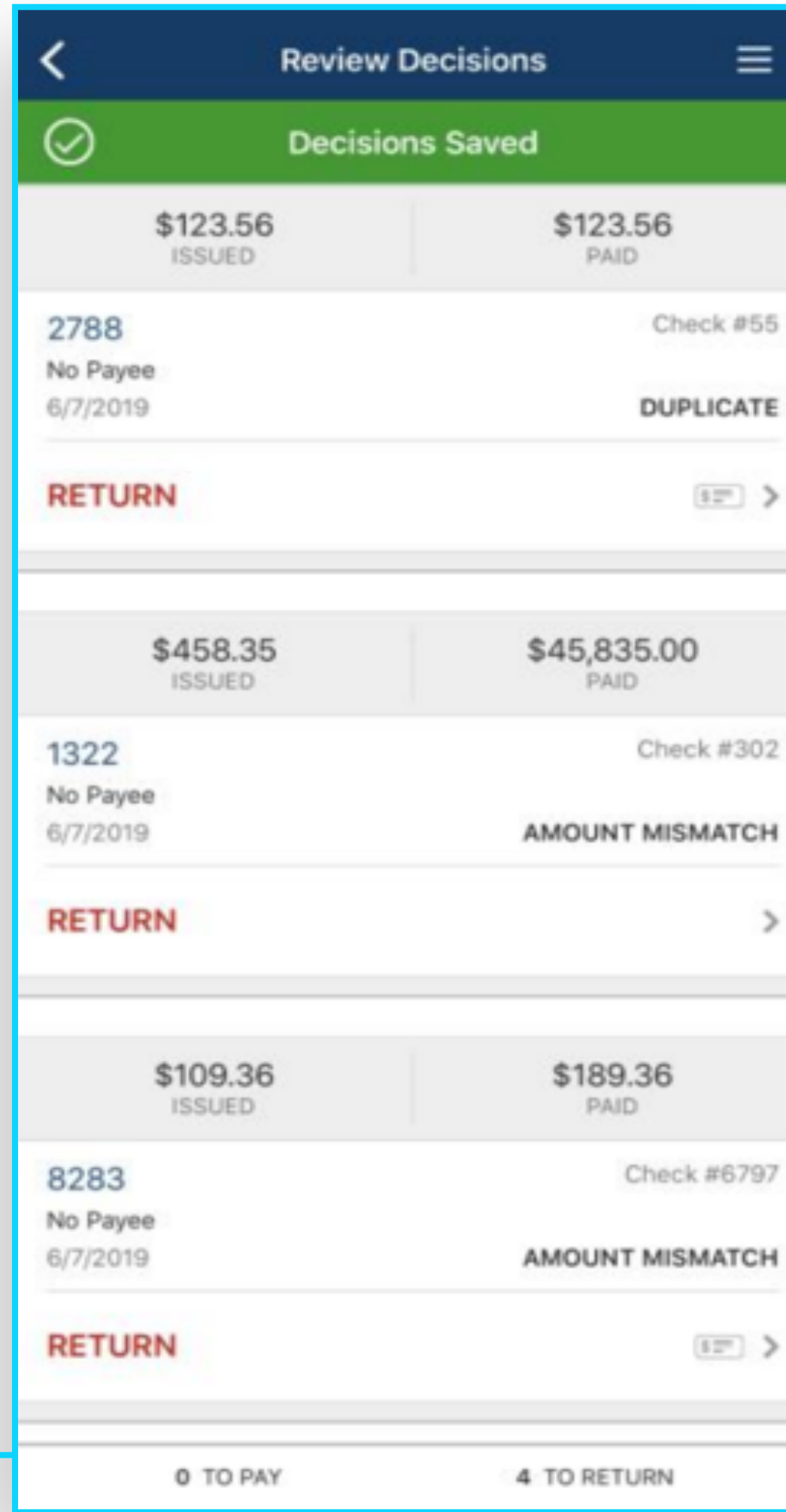
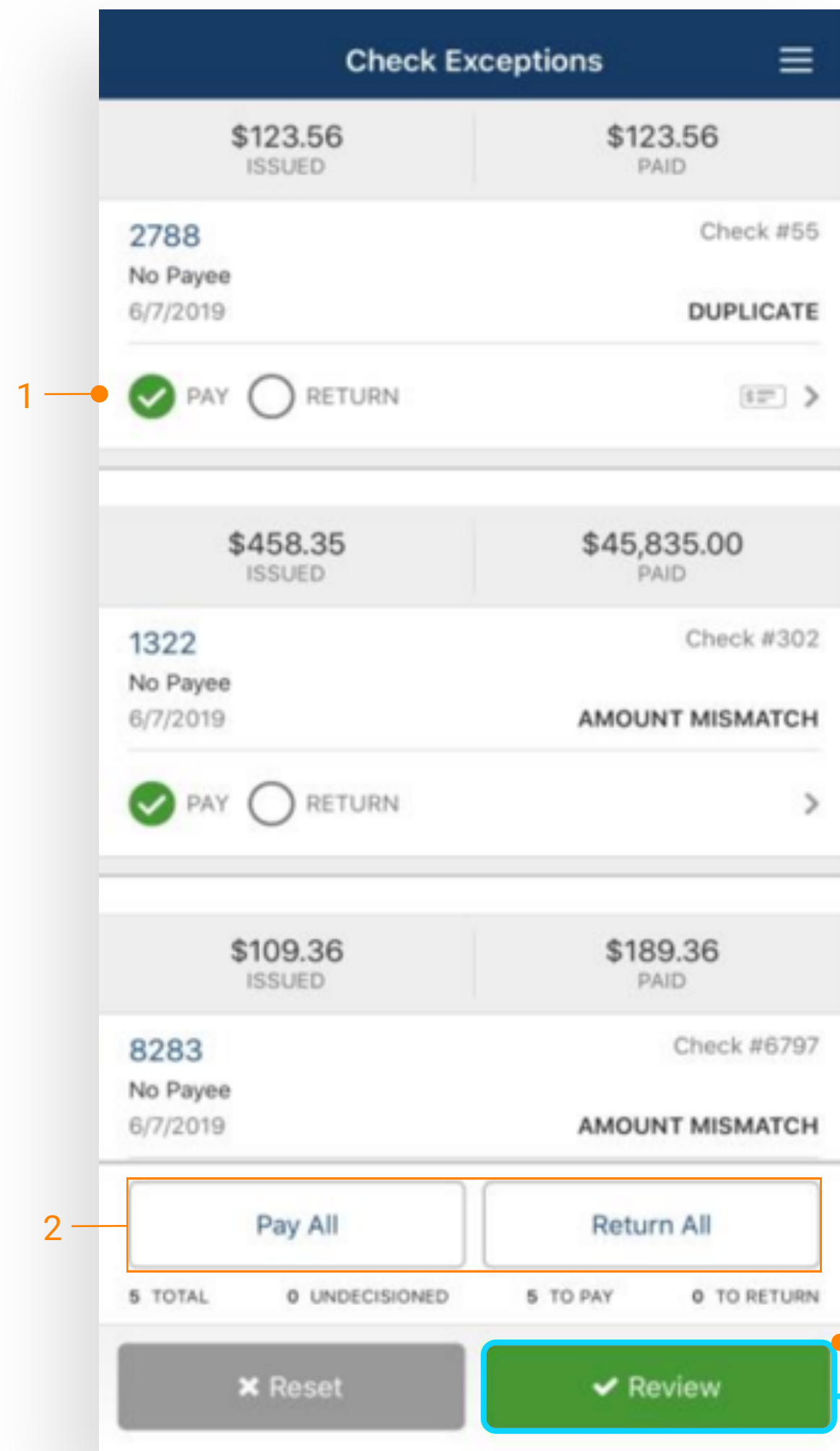
Navigate to the Check Exceptions screen from the dashboard or Main Menu.

Note: with the following sentence (no bullets are needed) Exceptions will be displayed in the following order: undecided items, items already selected as paid, items already selected as return. Items in each section are listed in ascending check number order.

1. A bar counter at the bottom of the screen keeps a running tally of items to decision: items to pay, items to return, and the total number of items.
2. Options to Pay All and Return All buttons allow users to decision all the exceptions displayed.
3. To view details for a particular item, including the check image, select the exception using the chevron to the right of the PAY and RETURN radial selections.

Mobile Positive Pay

Decisioning Check Exceptions (Continued)



1. Select Pay/Return on the desired individual items then select Review.
2. Users can also select Pay All, Return All buttons to decision all exceptions displayed.
3. Review your decisions on the next screen, then select Confirm to confirm them.

Note: If the cut off time has passed, the Pay/Return options will be grayed out on the corresponding screens